

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD
PERSONNEL SUBCOMMITTEE**

Eric Olivas - Chair

Dr. William Kass

Doug Mitchell Eric

Nixon

Edward Harness, CPOA Executive Director

**Thursday, April 30, 2020 at 8:30 a.m.
Video Conference**

Members Present:

Eric Olivas

Dr. William Kass

Members Absent:

Doug Mitchell

Eric Nixon

Others Present:

Edward Harness, CPOA

Katrina Sigala, CPOA

Valerie Barela, CPOA

Diane McDermott, CPOA

Minutes

- I. Welcome and Call to Order:** Chair Olivas called to order the Personnel Subcommittee meeting at 8:39 a.m.
- II. Approval of the Agenda**
 - a) Agenda approved.
- III. Approval of the Minutes from February 27, 2020**
 - a) February 27, 2020 minutes approved.
- IV. November and December 2020 Personnel Meeting Holiday Conflict**
 - a) November 26, 2020 Personnel subcommittee meeting will be rescheduled for December 3, 2020 at 9:00 a.m. and the December 24, 2020 Personnel subcommittee meeting will be rescheduled for January 7, 2021 at 9:00 a.m.
- V. Discussion and Possible Action:**
 - 1. Executive Director Evaluation Process and Timeline**
 - a. Personnel subcommittee recommends that members will submit a sample evaluation to Chair Olivas by May 8, 2020.
 - b. Sample evaluations will be reviewed at the next Personnel subcommittee meeting.
 - 2. Possible Special Meeting to Finalize**
 - a. Personnel subcommittee will meet on May 11, 2020 at 8:30 a.m. to finalize Executive Director's Evaluation and will present and the next full CPOA Board meeting.

VI. Other Business

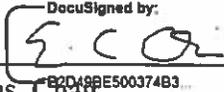
a) None

VII. Next Regular Meeting May 28, 2020 at 9:00 am

VIII. Adjournment

a) The meeting adjourned at 9:52 a.m.

APPROVED:

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Eric Olivas, Chair
Personnel Subcommittee

May 11, 2020
Date

CC: Julian Moya, City Council Staff
Ethan Watson, City Clerk
Pat Davis, City Council President (via email)

Minutes drafted and submitted by:
Valerie Barela, Administrative Assistant